

TREASURE COAST REGIONAL PLANNING COUNCIL

MEMORANDUM

To: Council Members

AGENDA ITEM 7C1

From: Staff

Date: December 9, 2016 Council Meeting

Subject: Financial Report – September 30, 2016

Attached are the following financial statements for September 30, 2016:

Balance Sheet
Revenue Report
Expenditure Report

Recommendation

Council should review and accept this report and direct that it be filed.

Attachments

Treasure Coast Regional Planning Council
Balance Sheet
September 30, 2016

ASSETS

Current Assets

Cash Bank - Checking	\$489,674
Fixed Asset Replacement Budget (FARB)	13,203
RLF Checking	1,016,187
State Board of Administration - Investment Fund	0
Petty Cash	400
Postage Meter Funds	800
Due From Other Governmental Units	467,587
Due From TCEF	31,372
Revolving Loan Fund Receivable - FPRA	701,603
Prepaid Expense & Other Receivable	42,623
Deposits as Security	394
Total Current Assets	<u>\$2,763,843</u>

Fixed Assets

Office Furniture & Fixtures	\$104,116
Autos	54,022
Building	1,840,676
Land	500,000
Total Fixed Assets	<u>\$2,498,814</u>
Less: Depreciation	<u>(\$525,658)</u>
Total Fixed Assets Less Depreciation	<u>\$1,973,156</u>
TOTAL ASSETS	<u>\$4,736,999</u>

TOTAL LIABILITIES & FUND BALANCE

Liabilities

Accounts Payable	\$96,483
Salary Payable	32,301
Benefits Payable	76,586

Long-Term Liabilities

Loan Payable	\$1,300,228
Total Liabilities	<u>\$1,505,598</u>

Fund Balance

General Reserves	\$776,027
Legal Reserves	50,000
Net Investment in Capital Assets	672,929
Restricted Fund Balance for RLF Program	1,715,791
General Fund	16,654
Total Fund Balance	<u>\$3,231,401</u>

TOTAL LIABILITIES AND FUND BALANCE \$4,736,999

TREASURE COAST REGIONAL PLANNING COUNCIL
REVENUE REPORT
For the Twelve-Month period ending September 30, 2016

	Annual Budget	Revenue
<u>State</u>		
FDEM - SARA Title III [LEPC]	\$50,750	\$50,750
SLC - Hazards Analysis	4,449	6,499
SLC Small Quantity Generator Project	15,500	18,500
Hernando Hazards Analysis	2,666	2,666
SLC Local Mitigation Plan Strategy	17,778	17,778
MC/SLC/IRC Full Scale Exercise	17,000	6,586
SRES Summary Update	0	13,000
Subtotal	\$108,143	\$115,779
<u>Federal</u>		
EPA - Revolving Loan Fund Management	\$9,720	\$10,072
EPA - Revolving Loan Fund	0	300,000
EPA - Brownfields Assessment Grant	87,891	118,283
HMEP-Training	53,704	57,033
HMEP-Planning	22,921	24,921
FDOT Land Use & Transportation Study	70,657	58,157
EDA Capacity Grant	10,000	0
FDEO Chain of Lakes	0	22,835
FDOT Land Use & Transportation Study	0	6,033
EDA Planning	61,451	41,992
Subtotal	\$316,344	\$639,326
<u>Local</u>		
So. FL Reg. Transportation Authority	\$100,000	\$100,000
PBC - MPO Planning	146,559	100,581
Riviera Beach Planning Services	6,740	6,740
Delray Beach Planning Services	5,000	10,300
Boynton Beach Planning Services	23,500	23,600
North Palm Beach Community Master Plan	190,000	168,962
Lake Clarke Shores Finding of Necessity	20,000	20,000
Lake Clarke Shores Master Plan	50,000	50,000
Town of Jupiter / Indiantown Road Study	64,700	64,700
Indian River Lagoon Economic Study	100,000	100,000
Fellsmere EDA Grant Management	14,000	14,000
Tequesta Town Planning Services	8,000	8,000
Boca Raton 20th Street	5,000	0
SFRC Coastal Resiliency	5,000	0
PBCSD Adult Community Education Center	1,500	0
CFRPC Lakeland Charrette	225,000	229,500
C-51 Boatlift	25,000	0
Dania Beach SFRTA TOD Charrette	25,000	0
Subtotal	\$1,014,999	\$896,383

TREASURE COAST REGIONAL PLANNING COUNCIL
REVENUE REPORT
For the Twelve-Month period ending September 30, 2016

	Annual Budget	Revenue
<u>Local Dues</u>		
Palm Beach County	\$584,902	\$584,902
Martin County	63,892	63,892
St. Lucie County	121,613	121,613
Indian River County	60,611	60,611
Subtotal	<u>\$831,018</u>	<u>\$831,018</u>
<u>Miscellaneous</u>		
DRI Fees	\$2,500	\$4,750
Interest	1,000	4,200
Miscellaneous	1,000	3,536
Subtotal	<u>\$4,500</u>	<u>\$12,486</u>
Total Revenue	<u>\$2,275,004</u>	<u>\$2,494,992</u>

TREASURE COAST REGIONAL PLANNING COUNCIL
EXPENDITURE REPORT
For the Twelve-Month period ending September 30, 2016

	Annual Budget	Percent Used	Year To Date	Current Period	Balance
Salaries	\$808,000	105	\$848,918	\$92,898	-\$40,918
Benefits	360,000	86	311,393	27,330	48,607
Occupancy Expenses	8,000	105	8,396	756	-396
Insurance	22,000	67	14,725	-5,238	7,275
Insurance-Brownfields	3,000	100	3,000	0	0
Equipment Maintenance	18,000	85	15,336	864	2,664
Office Supplies & Expenses	50,000	63	31,338	3,309	18,662
Graphics	2,000	34	685	0	1,315
Copying	24,000	61	14,648	1,366	9,352
Telephone	15,000	68	10,152	504	4,848
Postage	5,000	64	3,189	784	1,811
Travel	70,000	92	64,376	1,266	5,624
Dues & Memberships	32,000	87	27,718	175	4,282
Training & Conferences	7,500	112	8,425	935	-925
Education	2,500	3	70	0	2,430
Library & Publications	500	48	240	0	260
Legal Advertising	2,500	79	1,974	253	526
Legal Fees	25,000	96	24,000	4,100	1,000
Audit Fees	11,500	100	11,500	0	0
Utilities	12,000	79	9,509	496	2,491
Note Principal	86,624	135	116,943	9,467	-30,319
Note Interest	49,565	99	49,246	4,057	319
Subtotal	<u>\$1,614,689</u>	<u>98</u>	<u>\$1,575,781</u>	<u>\$143,322</u>	<u>\$38,908</u>
Consultants - Planning	640,315	92	589,706	68,186	50,609
Subtotal	<u>\$2,255,004</u>	<u>96</u>	<u>\$2,165,487</u>	<u>\$211,508</u>	<u>\$89,517</u>
Capital Outlay	15,000	0	0	0	15,000
Capital Outlay - Building (FARB)	5,000	173	8,666	0	-3,666
Totals	<u>\$2,275,004</u>	<u>96</u>	<u>\$2,174,153</u>	<u>\$211,508</u>	<u>\$100,851</u>